

# Town of Barnstable Regulatory Services

Thomas F. Geiler, Director

## Building Division

Thomas Perry, Building Commissioner

200 Main Street, Hyannis, MA 02601

[www.town.barnstable.ma.us](http://www.town.barnstable.ma.us)

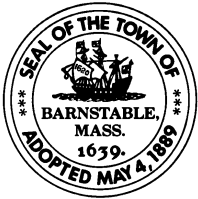
Office: 508-862-4038

Fax: 508-790-6230

### SIGN PERMIT REQUIREMENTS

1. A photograph showing the existing facade, on which has been indicated the proposed sign location. The photograph is to include a portion of adjoining stores or building. For a proposed building or new facade, an architect's elevation may be submitted in lieu of a photograph.
2. A scale drawing of the proposed sign. A scale drawing indicating:
  - 1) The type of proposed sign (wall, hanging, free standing)
  - 2) Dimensions of the proposed sign and any designs, logos, or lettering
  - 3) A cross-section with dimensions showing edge detail.  
Minimum scale 1" = 1'. Minimum sheet size, 8.5 x 11".
3. A scale drawing of the bracket. A colored scale graphic indicating dimensions, showing colors, materials and method of affixing it to the sign and to the building. Minimum scale 1" = 1'. Minimum sheet size, 8.5 x 11".
4. A completed Town of Barnstable Sign Application, including scaled diagram showing location of sign on building or location of free-standing sign. Show dimensions.
5. The width of the building face or the leased area.

NOTE: the map/parcel number is required on the application.



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Permit # \_\_\_\_\_

Building Official approving \_\_\_\_\_

### Application for Sign Permit

Applicant: \_\_\_\_\_ Assessors No. \_\_\_\_\_

Doing Business As: \_\_\_\_\_ Telephone No. \_\_\_\_\_

#### Sign Location

Street/Road: \_\_\_\_\_

Zoning District: \_\_\_\_\_ Old Kings Highway? Yes/No Hyannis Historic District? Yes/No

#### Property Owner

Name: \_\_\_\_\_ Telephone: \_\_\_\_\_

Address: \_\_\_\_\_ Village: \_\_\_\_\_

#### Sign Contractor

Name: \_\_\_\_\_ Telephone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

#### Description

Please follow the cover directions. You must have an accurate rendition of sign with dimensions and location.

Is the sign to be electrified? Yes/No *(Note: If yes, a wiring permit is required)*

Width of building face \_\_\_\_\_ ft. x 10 = \_\_\_\_\_ x .10 = \_\_\_\_\_

Check one Reface existing sign \_\_\_\_\_ or New \_\_\_\_\_ Total Sq. Ft. of proposed sign (s) \_\_\_\_\_

*If you have additional signs please attach a sheet listing each one with dimensions*

**If refacing an existing sign please provide a picture of the existing sign with dimensions.**

I hereby certify that I am the owner or that I have the authority of the owner to make this application, that the information is correct and that the use and construction shall conform to the provisions of §240-59 through §240-89 of the Town of Barnstable Zoning Ordinance.

Signature of Owner/Authorized Agent: \_\_\_\_\_ Date \_\_\_\_\_